

**ELK GROVE COMMUNITY SERVICES DISTRICT
MINUTES OF A REGULAR MEETING
Tuesday, August 16, 2005 – 6:30 p.m.
Wackford Community & Aquatic Complex**

ATTENDANCE:

Directors present included Gil Albiani, Gerald Derr, Doug McElroy, Elliot Mulberg, and Elaine Wright.

General Manager Donna Hansen, Fire Chief Keith Grueneberg, Chief Operating Officer Jeff Ramos, and Interim Administrator of Parks and Recreation Sue Wise were also present.

A. CALL TO ORDER/PLEDGE OF ALLEGIANCE

1. President Mulberg called the meeting to order at 6:35 p.m.
2. Deputy Chief Phil Davis led the Pledge of Allegiance.

B. ANNOUNCEMENTS/PRESENTATIONS

1. Recreation Supervisor Marni Lutz presented information on youth and adult sports programs, highlighting the Junior NBA Basketball League for youth between the ages of 5 and 17 years.
2. Senior Management Analyst Karen Goesch provided a summary of an analysis performed on the Wackford facility with regards to facility layout, operations, and safety issues; recommendations to enhance the operations and safety aspects of the facility will be forwarded to the Board for consideration in September.
3. The Board received and filed a letter from Melinda Miller, expressing her appreciation for the Kid Central Program offered at Ellen Feickert Elementary, which provides her three children a fun and enriching place to go to after school.

C. GENERAL MANAGER/DEPARTMENT HEAD REPORTS

1. General Manager Hansen commended staff on the outstanding work they've done on the office remodels and invited the Board to come view the progress made on the Board Room remodel; with the success of the recent Morse Park outreach meeting, five additional park community outreach meetings are planned in the near future. Staff is meeting with the families of Carl Amundson and Dave Morse to discuss their wishes in expediting the park dedications; and a ruling from the judge is expected this Thursday with regards to the existing lawsuit between the City of Elk Grove and the CSD.
2. Administrative Services Department – Chief Operating Officer Jeff Ramos reported the FY 2005-06 final budgets and Local 522 contract have been completed and approved by the Board. In July, the Human Resources Division processed over 550 payroll checks and recruited for 12 new positions. The Building Maintenance staff has been busy preparing the old Administration offices to accommodate Parks staff's office expansion.

Meetings continue with Eric Glass to correct ongoing design/maintenance issues at the Wackford facility; work continues at Fire Station 72 and the Board Room remodel; phone conversions for the Administration Department is near completion; Information System Manager Jack Haddon now has a full staff to assist with the growing demands for information systems maintenance/upgrades.

By way of facilities – Sonitrol installed additional cameras around the Wackford Complex; the Laguna Town Hall hosted 24 rentals; the Pavilion and Strauss Island had 12 rentals and housed 21 co-sponsored events, and the Wackford Complex had 24 rentals and hosted one co-sponsored event.

4. Parks & Recreation Department – Recreation Supervisor Samantha Wallace July report is as follows:

In the Parks Administration, Advance Planning, and Design Division – Kramer Park has been completed, with eight parks under construction; the Ehrhardt Oaks and Amundson Parks, along with the Elk Grove parking lot improvements are ready for bid; five parks are in the community outreach and planning stage, with three parks in the design/documentation stage. The Department has been awarded a \$216,000 grant through the Recreational Trails State Grant Program to be used for a trail around the perimeter of Elk Grove Park - funding will take place in approximately 18 months.

In the Parks, Trails, and Maintenance Division – crews completed 205 work orders, planted 12 trees, pruned 26 trees, and removed 6 dead trees; a bridge was built for the Strauss Festival; irrigation main lines were repaired on Elk Grove Boulevard and Womack Park, and landscape was renovated at Fire Station 74 in time for the re-dedication.

For the Aquatics and Teen Section, Teen Center registrations have been higher than anticipated; 11,000 participants enrolled in swim lessons; and rec swim had over 16,000 participants for the month of July.

In the Leisure and Education Section – Patrick Larkin has been appointed Recreation Supervisor II effective September 1, to backfill Kelly Crowder's position; and skateboarding classes and camps were at maximum capacity.

In the Sports and Therapeutic Section – Toni Lundgren has been hired as Recreation Supervisor II to backfill Kelly Gonzalez's promotion; and Michelle Vargas was promoted to full-time Recreation Coordinator II.

In Special Events and Sports Services – staff is gearing up for the Harvest Festival. Volunteer hours for the month of July were 2,059, with over \$5,000 in cash donations received in sponsorships; and Anna Hooper was promoted to full-time Special Events Recreation Coordinator.

In the Youth Development section – With students off for the summer, Kid Central sites were at maximum capacity, with over 4,000 participants; and a second Tiny Tot Camp offered at the Wackford facility is also filled to capacity.

5. Fire Department – Fire Chief Keith Grueneberg's report for July is as follows:

For the Administration Department, the grand re-opening of Station 74 was conducted on July 23; work continues with representatives from Pierce Apparatus Manufacturing on specifications for the new aerial ladder truck; and Chiefs Davis and Stumbaugh attended the American Red Cross Annual Awards Luncheon.

In the Operations Division, Chief Davis was selected by the Department of Homeland Security to be an evaluator on grant applications submitted from fire departments nationwide; Chief Davis served as County Coverage Coordinator; and the Stonelake prescribed burns were completed successfully without incident.

In July, calls for service include 87 fires, 550 medical aids, 18 special, and 171 other, for a total of 826 emergency responses for the month of July.

Under the Training Division, fire crews met with the new Training Chief and the Public Relations Committee; classes held for personnel included Wildland Structure Protection, Breathing Apparatus Blackout Procedures, Breathing Apparatus Donning Relays, Extended Hose Lines, Pediatric Emergencies, and EMS Backboard Procedures; and the Department assisted with testing of the Woodland Fire Department crews and the Maritime Academy.

In Public Education/Relations, crews conducted 21 child safety seat inspections; attended a multitude of 4th of July neighborhood events; visited Sims Elementary, Foulks Elementary, St. Elizabeth, the Natural Food Co-ops opening, and the Lewis Park dedication; trained CIWP employees on fire extinguisher operation; hosted the Juvenile Firesetters Program workshop at Shriner's Hospital; and participated in the Elk Grove Volkswagen Child Safety Day and Hot Summer Safety Nights.

The Fire Prevention Division reviewed 12 building plans, 8 tenant improvements, 42 re-submittals, 41 fire sprinkler plans, 15 fire alarm plans, 5 civil engineering plans, and 22 miscellaneous plans.

Finally, the Fire Investigations Division investigated 6 fires and issued a total of 21 citations for the month of July.

D. COMMUNICATIONS FROM THE PUBLIC

1. Sandi Russell stated she has not seen avid CSD supporter Dyrice Ramirez at recent Board meetings and encouraged someone contact Mr. Ramirez to find out what the problem may be. President Mulberg indicated staff has been in communications with Dyrice, who was indeed at the last meeting and is on vacation this week.

E. CONSENT CALENDAR

1. The Board approved the August 2, 2005 Regular Board meeting minutes. McElroy-Wright, unanimous.
2. The Board ratified payment of the July 2005 bills and payroll for the EGCSO; and received and filed the Budget Status Reports for the month of July 2005. McElroy-Wright, unanimous.
3. The Board approved and adopted the salary range correction for the Administrative Specialist III, Facilities Supervisor I, and Recreation Supervisor I positions. McElroy-Wright, unanimous.
4. The Board authorized the upgrade of the security system for the Castello and Johnson Recreation Centers. McElroy-Wright, unanimous.
5. The Board approved Resolution No. 2005-108, Reappropriating \$29,045 within the Administrative Services Department budget, Index 9230, from Account No. 7901 (Contingency), to Account No. 2591 (Professional Services), \$27,845, and Account No.

- 4301 (Vehicles), \$1,200; and approved Resolution No. 2005-109, reappropriating \$9,100 within the Parks and Recreation Department budget, Index 9340, from Account No. 1121 (Part-time/Extra Help), to Account No. 2591 (Professional Services), \$5,350, and Account No. 3800 (Contributions to Other Funds), \$3,750. McElroy-Wright, unanimous.
6. The Board approved Resolution No. 2005-110, restoring \$16,999 to the Elk Grove West Vineyard Park Facilities Finance Plan Fund, transferring \$2,496 from the East Franklin Park Facilities Finance Plan Fund, and transferring \$3,019 from the East Elk Grove Park Facilities Finance Plan Fund to the Parks budget as allocated in the FY 2004-05 Budget for the development of various parks; and approved Resolution No. 111, transferring \$71,341 from the In-Lieu Trust Fund to the Parks budget, as allocated in the Fiscal Year 2004-05 budget for the Del Meyer Park. McElroy-Wright, unanimous.
 7. The Board authorized the Fire Chief to enter into an agreement with Golden State Fire Apparatus for the purchase of a 2006 Pierce 105' aerial ladder truck; and authorized the General Manager to execute all necessary documents. Albani-Derr, unanimous.
 8. The Board approved Resolution No. 2005-112, granting a right-of-way to SureWest Televideo for the installation of a remote terminal within the landscape corridor on Franklin Boulevard north of Castlevue Drive. McElroy-Wright, unanimous. Staff will research whether previous Board direction was given with regards to developing a fee structure to cover costs incurred by staff & legal counsel with the passage of right-of-way cable access resolutions.
 9. The Board concurred with staff's recommendation to not award the contract to the lowest responsible bidder for the Amundson Park, and gave approval to staff to re-bid the project in December 2005/January 2006. McElroy-Wright, unanimous.

F. ADVERTISED PUBLIC HEARINGS

1. None

G. PUBLIC HEARINGS

1. None

H. STAFF REPORTS

1. The Board approved the Elk Grove Historical Society's request to place the 1853 Foulks House adjacent to the Elk Grove Hotel and Stage Stop Museum site in Elk Grove Park, with the understanding the Historical Society will insure all necessary permits are obtained from the City, including the mitigation of oak trees at the site; the CSD will be named as additional assured with a \$2 million rider on the Historical Society's policy; and the General Manager was authorized to sign a temporary ground lease agreement. Albani-Wright, unanimous.
2. The Board approved Conceptual Plan "A" for Pinkerton Park, a 4.5-acre park in Laguna, with the inclusion of a small scale backstop for T-ball use and on a trial basis, the use of the field for soccer practices. An advertised public hearing will be set for Tuesday, September 20, 2005, 6:30 p.m. to adopt the Land Use and Development Plan and environmental documents for Pinkerton Park. McElroy-Wright, unanimous.

3. The Board approved the preliminary design for Fire Station 77 and the 20,000 square feet fleet services building located in the Madeira community of Elk Grove. Staff will bring back further analysis on possible partnerships and cost sharing with: a) SMUD, to add solar panels to the facility, and b) the City of Elk Grove for a common use area for police officers. The Fleet Maintenance Facility facade will also be forwarded to the Board for review, along with the analysis for capital outlay and financing for the project. Derr-Wright, unanimous.

I. BOARD OF DIRECTORS BUSINESS

1. None

J. COMMUNICATIONS FROM THE PUBLIC

1. None

K. IDENTIFICATION OF ITEMS FOR FUTURE MEETING

1. President Mulberg asked staff to schedule a meeting with the Strategic Planning Committee to review the CSD Master Plan.
2. Director Wright asked a list of new employee telephone numbers be forwarded to the Board, as the faxed version sent was not readable.
3. Director Wright also reminded staff to forward a copy of the monthly schedule of programs planned for the Teen Center to the Board.
4. Director McElroy requested staff prepare a facilities utilization report to determine if there may be opportunities to fill gaps with other programming opportunities.

L. ADJOURNMENT TO EXECUTIVE SESSION

1. The Board adjourned to an Executive Session at 8:45 p.m.

M. EXECUTIVE SESSION

1. CONFERENCE WITH LABOR NEGOTIATORS
(Agency Designated Representatives – General Manager & CSD Legal Counsel) –
FIRE MANAGEMENT EMPLOYEE ORGANIZATION; and
NON-REPRESENTED EMPLOYEES: AT-WILL EMPLOYEES
(Government Code Section 54957.6 – Personnel Matters)
2. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION
Significant Exposure to Litigation Pursuant to Subdivision (b) of Government Code Section 54956.9 – One Case

N. REOPEN REGULAR MEETING

1. President Mulberg re-opened the regular Board meeting at 11:30 p.m. and announced direction was given to the staff with regards to the closed session items.

O. ADJOURNMENT

With no further business, President Mulberg adjourned the regular meeting at 11:32 p.m.

Sincerely,

Donna L. Hansen
Secretary of the Board